

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing**

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# **PHA Plans**

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH  
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name: DELAWARE COUNTY HOUSING AUTHORITY**  
**PHA Number: PA23**

**PHA Fiscal Year Beginning: (mm/yyyy) APRIL 1, 2000**

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)**

- ☒ **Main administrative office of the PHA**
- ☐ **PHA development management offices**
- ☐ **PHA local offices**

**Display Locations For PHA Plans and Supporting Documents**

**The PHA Plans (including attachments) are available for public inspection at: (select all that apply)**

- ☒ **Main administrative office of the PHA**
- ☐ **PHA development management offices**
- ☐ **PHA local offices**
- ☐ **Main administrative office of the local government**
- ☐ **Main administrative office of the County government**
- ☐ **Main administrative office of the State government**
- ☐ **Public library**
- ☐ **PHA website**
- ☒ **Other (list below)**

**DELAWARE COUNTY OFFICE OF HOUSING AND COMMUNITY DEVELOPMENT**

**PHA Plan Supporting Documents are available for inspection at: (select all that apply)**

- ☒ **Main business office of the PHA**
- ☐ **PHA development management offices**
- ☐ **Other (list below)**

**DCHA'S AGENCY  
PLAN AND  
ATTACHMENTS  
ARE ON DISPLAY  
TO THE PUBLIC.  
PLEASE SEE JACKIE  
MILLER IN THE  
EXECUTIVE OFFICE  
TO VIEW THE PLAN.**

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction (select one of the choices below).

**The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.**

  X   **The PHA's mission is: (state mission here)**

**Mission Statement**

**Delaware County Housing Authority's Mission is to provide well maintained safe housing while honoring a commitment to enhance the quality of life within our community and for our clients.**

**Values**

**Dedicated to helping others**

**Customer relationships through confidence and trust**

**Honor and integrity in our organization**

**Achieve Excellent Customer Satisfaction**

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5-YEARS. (Quantifiable measures would include objectives such as: numbers of families served or PHAS scores achieved.) PHAs should

  X   **Apply for additional rental vouchers:**

  X   **Reduce public housing vacancies:**

  X   **Leverage private or other public funds to create additional housing opportunities:**

  X   **Acquire or build units or developments**

       **Other (list below)**

**PHA Goal: Improve the quality of assisted housing**  
**Objectives:**

- X Improve public housing management: (PHAS score)
- X Improve voucher management: (SEMAP score)
- X Increase customer satisfaction:
- ? Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- X Renovate or modernize public housing units:
- X Demolish or dispose of obsolete public housing:
- X Provide replacement public housing:
- X Provide replacement vouchers:
- X Other: (list below)

#### 21 RELOCATION VOUCHERS

X PHA Goal: Increase assisted housing choices

Objectives:

X Provide voucher mobility counseling:

DCHA IS PARTICIPATING IN THE REGIONAL OPPORTUNITY COUNSELING PROGRAM (ROC) WITH THE PHILADELPHIA HOUSING AUTHORITY BEING THE LEAD HOUSING AUTHORITY.

- X Conduct outreach efforts to potential voucher landlords
- X Increase voucher payment standards
- X Implement voucher homeownership program:
- X Implement public housing or other homeownership programs:

DCHA HAS HAD A HOMEOWNERSHIP PLAN IN EFFECT SINCE MAY OF 1997 AND

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  X  

**Implement public housing site-based waiting lists:**

SITE BASED WAITING LISTS ARE AN INTEGRAL PART OF ATTRACTING PRIVATE INVESTMENT IN PUBLIC HOUSING.

      

**Convert public housing to vouchers:**

  X  

**Other: (list below)**

DCHA HAS ENCOURAGED FAMILY SELF SUFFICIENCY PARTICIPATION AND HAS WORKED WITH THE DELAWARE COUNTY HOUSING DEVELOPMENT CORPORATION AND THE DELAWARE COUNTY HOUSING AND CREDIT COUNSELING INC. TO INCREASE ASSISTED HOUSING CHOICES. DCHA WILL EXPAND IT'S FSS PROGRAM AS INDICATED IN ATTACHMENT #15.

**HUD Strategic Goal: Improve community quality of life and economic vitality**

  X  

**PHA Goal: Provide an improved living environment**

**Objectives:**

  X  

**Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:**

**X** **Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:**

**X** **Implement public housing security improvements:**

**THROUGH THE PUBLIC HOUSING DRUG ELIMINATION PROGRAM SINCE FEBRUARY 1997.**

\_\_\_\_\_ **Designate developments or buildings for particular resident groups (elderly, persons with disabilities)**

\_\_\_\_\_ **Other: (list below)**

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

**X** **PHA Goal: Promote self-sufficiency and asset development of assisted Objectives:**

**X** **Increase the number and percentage of employed persons in assisted families:**

**X** **Provide or attract supportive services to improve assistance recipients' employability:**

**THROUGH THE JOB BANK AND CAREER CENTER AND FAMILY SELF SUFFICIENCY COUNSELING.**

**X** **Provide or attract supportive services to increase independence for the elderly or families with disabilities.**

**EDSS GRANT FOR THE ELDERLY AND PERSONS WITH DISABILITIES**

**Services which will assist this population in maintaining independent living status will include: nutritional meals; personal assistance; housekeeping; transportation services for doctor visits; food shopping, etc.; financial assistance for services not covered by other funding sources; emergency response systems; medication monitoring; and non-medical congregate services which includes wellness programs as health education and preventive health screening.**

**EDSS Grant for Family Economic Development and Supportive Services. This grant addressed those needs and issues that have hindered the ability of our residents to leave the public housing system within a reasonable period of time.**

**7 critical areas were identified that needed to be addressed. They are the following:**

1. Reasonable transportation to and from education, training or place of employment.
2. Reasonable and near-by child care services available whenever the client works or trains.
3. Effective connection to available education, training and employment opportunities.
4. Personal support services to help clients during schooling, training or post - employment.
5. Assistance with correcting credit deficiencies and qualifying for homeownership consideration.
6. Assist those clients who are qualified and capable of pursuing self employment opportunities.
7. Expunging minor criminal actions that would otherwise surface on a person's criminal history check.

The overall impact of our EDSS program will not only be measured by the numbers of results but also by the manner in which our clients respond to the services and benefit by their availability.

#### Supportive Housing Program Statement

Delaware County Housing Authority in collaboration with Horizon House has obtained Supportive Housing Funds to obtain and rehabilitate four properties to provide housing for mentally disabled homeless individuals.

\_\_\_\_\_ Other: (list below)

### HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

  X   PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:

  X   Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

STATED IN THE DCHA POLICIES

  X   Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

  X   Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:



**DCHA WILL ADMINISTER THE S8 MAINSTREAM FUNDING AND WILL BE WORKING WITH THE FREEDOM VALLEY DISABILITY ENABLEMENT INCORPORATION TO AID IN THE PROVISION OF SUPPORT SERVICES TO INCLUDE:**

**ASSISTING TO IDENTIFY VOUCHER ELIGIBLE APPLICANTS.**

**ASSISTING POTENTIAL VOUCHER RECIPIENTS IN LOCATING THE APPROPRIATE HOUSING.**

**IF MODIFICATIONS TO THE RESIDENCE ARE NEEDED, ASSISTING RECIPIENTS IN FINDING THE APPROPRIATE ASSISTIVE TECHNOLOGY, INSTALLATION (I.E. A RAMP AND THE BUILDER/INSTALLER) AND NECESSARY FUNDING, AND**

**ASSISTING POTENTIAL RECIPIENTS IN IDENTIFYING AND COORDINATING OTHER APPROPRIATE SUPPORT SERVICES.**

**SEE ATTACHMENT #1 REASONABLE ACCOMMODATIONS POLICY.**

**DCHA MAINTAINS 35 ACCESSIBLE UNITS IN ITS HOUSING INVENTORY.**

\_\_\_\_\_ **Other: (list below)**

**Other PHA Goals and Objectives: (list below)**

**DCHA IS CONTINUING IT'S LONGSTANDING RELATIONSHIP WITH A VARIETY OF COUNTY AGENCIES REPRESENTING "SPECIAL NEEDS" POPULATIONS INCLUDING THE MENTALLY AND PHYSICALLY HANDICAPPED/DISABLED, PERSONS WITH HIV AND AIDS, THE HOMELESS, PERSONS IN DRUG AND ALCOHOL TREATMENT PROGRAMS AND VICTIMS OF DOMESTIC VIOLENCE. DCHA WILL CONTINUE TO EXPAND HOUSING OPPORTUNITIES FOR THESE GROUPS THROUGH REFERRALS FROM ADVOCATE GROUPS AND TARGETING OF ASSISTANCE IN EXISTING ASSISTED HOUSING PROGRAMS. CASE MANAGEMENT BY THESE ADVOCATES IS AN INTEGRAL PART OF THESE HOUSING OPPORTUNITIES.**

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☐ Standard Plan

**Streamlined Plan:**

☒ High Performing PHA

☐ Small Agency (<250 Public Housing Units)

☐ Administering Section 8 Only

☐ Troubled Agency Plan

**Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**NOT REQUIRED**

**Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

**Table of Contents**

**Page #**

**Annual Plan**

**Executive Summary**

**i. Table of Contents**

**Housing Needs**

**1. Financial Resources**

**2. Policies on Eligibility, Selection and Admissions**

**3. Rent Determination Policies**

**4. Operations and Management Policies**

**5. Grievance Procedures**

**6. Capital Improvement Needs**

**7. Demolition and Disposition**

**8. Designation of Housing**

**9. Conversions of Public Housing**

**10. Homeownership**

11. Community Service Programs
12. Crime and Safety
13. Pets (Inactive for January 1 PHAs)
14. Civil Rights Certifications (included with PHA Plan Certifications)
15. Audit
16. Asset Management
17. Other Information

#### Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a SEPARATE file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

- Required Attachments:**
- ☒ Admissions Policy for Deconcentration Attachment #2
- ☒ FY 2000 Capital Fund Program Annual Statement Attachment #3
- ☒ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) Attachment #4

#### Optional Attachments:

- ☒ PHA Management Organizational Chart - Attachment #5
- ☒ FY 2000 Capital Fund Program 5 Year Action Plan Attachment # 6
- ☒ Public Housing Drug Elimination Program (PHDEP) Plan

SEE ATTACHMENT PA023A01 PUBLIC HOUSING DRUG ELIMINATION PROGRAM PLAN

- \_\_\_\_\_ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- \_\_\_\_\_ Other (List below, providing each attachment name)

#### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<b>X</b>	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
<b>X</b>	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<b>X</b>	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public Housing Deconcentration and Income Mixing Documentation: PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 18. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	<b>Schedule of flat rents offered at each public housing development check here if included in the public housing A &amp; O Policy</b>	<b>Annual Plan: Rent Determination</b>
<b>X</b>	<b>Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan</b>	<b>Annual Plan: Rent Determination</b>
<b>X</b>	<b>Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)</b>	<b>Annual Plan: Operations and Maintenance</b>
<b>X</b>	<b>Public housing grievance procedures check here if included in the public housing A &amp; O Policy</b>	<b>Annual Plan: Grievance Procedures</b>
<b>X</b>	<b>Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan</b>	<b>Annual Plan: Grievance Procedures</b>
<b>X</b>	<b>The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year</b>	<b>Annual Plan: Capital Needs</b>
	<b>Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant</b>	<b>Annual Plan: Capital Needs</b>
<b>X</b>	<b>Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)</b>	<b>Annual Plan: Capital Needs</b>
<b>N/A</b>	<b>Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing</b>	<b>Annual Plan: Capital Needs</b>
<b>X</b>	<b>Approved or submitted applications for demolition and/or disposition of public housing</b>	<b>Annual Plan: Demolition and Disposition</b>
<b>N/A</b>	<b>Approved or submitted applications for designation of public housing (Designated Housing Plans)</b>	<b>Annual Plan: Designation of Public Housing</b>
<b>N/A</b>	<b>Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act</b>	<b>Annual Plan: Conversion of Public Housing</b>
<b>X</b>	<b>Approved or submitted public housing homeownership programs/plans</b>	<b>Annual Plan: Homeownership</b>
<b>X</b>	<b>Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan</b>	<b>Annual Plan: Homeownership</b>

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)  MIXED FINANCE PROPOSAL PA 23-1 Calcon Gardens	(specify as needed)

## 1. Statement of Housing Needs

[24 CFR Part 903.79 (a)]

### A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that

Housing Needs of Families in the Jurisdiction by Family Type						
Family Type	Overall	Impact	Quality	Quantity	Accessibility	Location
severe impact.	Use N/A to indicate that no information is available upon which the PHA can make					
Income <= 30% of AMI	7,275	4 (income based on % 4 or 5 (impact rating based on #'s)				
Income >30% but <=50% of AMI	5,905	5 (income based on %) 3 (impact rating based on #'s)				
Income >50% but <80% of AMI	10,808	3 (income based on %) 4 (impact rating based on #'s)				
Elderly	8,150	5 (income based on %)				

Family Type	O v e r a l l	Afford-ability	S u p p l y	Q u a l i t y	A c c e s s - i b i l i t y	2 . S i z e	L o c a - t i o n
		5 (impact rating based on #s)					
Families with Disabilities							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

**SEE ATTACHMENT SENT BY MAIL - TABLES FROM DELAWARE COUNTY, HAVERFORD AND UPPER DARBY'S CONSOLIDATED PLAN.**

**What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)**

- ☒ **Consolidated Plan of the Jurisdiction/s**  
     Indicate year: 2000      3 Consolidate Plans - Delaware County, Haverford and Upper Darby
- ☒ **U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset**
- ☐ **American Housing Survey data**  
     Indicate year: \_\_\_\_
- ☐ **Other housing market study**  
     Indicate year: \_\_\_\_
- ☐ **Other sources: (list and indicate year of information)**

### **A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

**State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.**

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing    H = Hispanic			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover

<b>Waiting list total</b>	<b>2433</b>		<b>78</b>
<b>Extremely low income &lt;=30% AMI</b>	<b>1739</b>	<b>71%</b>	
<b>Very low income (&gt;30% but &lt;=50% AMI)</b>	<b>600</b>	<b>25%</b>	
<b>Low income (&gt;50% but &lt;80% AMI)</b>	<b>95</b>	<b>4%</b>	
<b>Families with children</b>	<b>1588</b>	<b>66%</b>	
<b>Elderly families</b>	<b>296</b>	<b>12%</b>	
<b>Families with Disabilities</b>	<b>468</b>	<b>19%</b>	
<b>White</b>	<b>747/31H</b>	<b>32%</b>	
<b>Black</b>	<b>1632/7H</b>	<b>67%</b>	
<b>American Native</b>	<b>2/7H</b>		
<b>Asian/Pacific Islander</b>	<b>4/9H</b>	<b>1%</b>	
<b>Characteristics by Bedroom Size (Public Housing Only)</b>			
<b>1BR</b>	<b>761</b>	<b>32%</b>	
<b>2 BR</b>	<b>936</b>	<b>38%</b>	
<b>3 BR</b>	<b>605</b>	<b>25%</b>	
<b>4 BR</b>	<b>102</b>	<b>4%</b>	
<b>5 BR</b>	<b>10</b>	<b>&gt;1%</b>	
<b>5+ BR</b>			

Is the waiting list closed (select one)? No

If yes:

B. How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance H = Hispanic <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2756		300
Extremely low income <=30%	1960	62%	



<b>AMI</b>			
<b>Very low income (&gt;30% but &lt;=50% AMI)</b>	<b>691</b>	<b>33%</b>	
<b>Low income (&gt;50% but &lt;80% AMI)</b>	<b>105</b>	<b>5%</b>	
<b>Families with children</b>	<b>1820</b>	<b>88%</b>	
<b>Elderly families</b>	<b>210</b>	<b>10%</b>	
<b>Families with Disabilities</b>	<b>540</b>	<b>26%</b>	
<b>White</b>	<b>984/129H</b>	<b>36%</b>	
<b>Black</b>	<b>1747/118H</b>	<b>63%</b>	
<b>American Native</b>	<b>9/0</b>	<b>.4%</b>	
<b>Aian/Pacific Islander</b>	<b>16/0</b>	<b>.6%</b>	
<b>Is the waiting list closed (select one)? NO</b>			

### **C. Strategy for Addressing Needs**

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list IN THE UPCOMING YEAR, and the Agency's reasons for choosing this strategy.

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ **Employ effective maintenance and management policies to minimize the number of public housing units off-line**
- ☒ **Reduce turnover time for vacated public housing units**
- ☒ **Reduce time to renovate public housing units**

- ☒ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.

Delaware County Housing Development Corporation (DCHDC) is a Pennsylvania non-profit Corporation formed in 1983 by Delaware County Housing Authority (DCHA) to develop, acquire, own, operate and sell housing for low and moderate income families in Delaware County.

DCHDC owns and operates 153 units of rental housing, has developed and sold 8 newly constructed single family homes, and owns and participates in a Supportive Housing Program for mentally handicapped individuals.

DCHDC's largest rental community, Fairground Annex, contains 119 townhouses acquired from the Township of Chester in the mid 1980's. Chester township continues to hold the mortgage on this property. Approximately 95% of the tenants of this community received tenant based Section 8 assistance.

Two of DCHDC's communities, Noscov Apartments in Marcus Hook Borough, Delaware County and 649 Main Street in Darby Borough, Delaware County, comprising a total of 24 units were acquired and rehabilitated by DCHDC using a tax exempt qualified Bond issued and held by First Union Bank. The original Bond issued in May of 1989 was refinanced in September 1994 to take advantage of lower interest rates.

DCHDC's affordable housing sales program began in May of 1996 with the construction of four single family homes on lots owned by DCHDC in the South Media neighborhood of Nether

Providence Township. These homes were sold to low income families in DCHA's Section 8 or Public Housing Program. Below market interest rate mortgages were arranged by DCHDC through Corestates (now First Union Bank) and Jefferson Bank. Four additional single family homes were developed by DCHDC on a private cul-de-sac in the Borough of Media on property donated by a local business man. These properties were sold to low income first time home buyers with below market interest rate mortgages from Jefferson Bank.

DCHDC is participating in a limited partner with Pennrose Equities in it's Studevan School project. DCHDC will provide resident and management services as required.

DCHDC is continuing to seek opportunities to develop affordable housing. Three potential projects in the coming year include development of affordable housing in Upper Chichester, Trainer and Lower Chichester.

DCHDC has just completed a Supportive Housing Program collaborating with the County of Delaware, Delaware County Housing Authority, the Delaware County office of Mental Health, and Horizon House (a behavioral health provider). This project involved acquisition and ownership of four separate properties in three municipalities by DCHDC. Rehabilitation, maintenance and management of the property by DCHA and Supportive Services provided by Horizon House. Three of the four properties are now occupied by mental health consumers with a fourth to be occupied by November 30, 1999. Horizon House maintains supportive Service staff at one property to service all four sites. Financing for this project came from a HUD Supportive Housing Program Grant, Delaware County Home Funds, and an Equity contribution from DCHDC.

\_\_\_\_\_ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- \_\_\_\_\_ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- \_\_\_\_\_ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- \_\_\_\_\_ Employ admissions preferences aimed at families with economic hardships
- X** Adopt rent policies to support and encourage work
- \_\_\_\_\_ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- X** Employ admissions preferences aimed at families who are working
- X** Adopt rent policies to support and encourage work
- \_\_\_\_\_ Other: (list below)

**B. Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☒ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available

**DCHA WILL ADMINISTER THE MAINSTREAM FUNDING AND WILL BE WORKING WITH THE FREEDOM VALLEY DISABILITY ENABLEMENT INCORPORATION TO AID IN THE PROVISION OF SUPPORT SERVICES TO INCLUDE:**

**ASSISTING IN IDENTIFYING VOUCHER ELIGIBLE APPLICANTS.**

**ASSISTING POTENTIAL VOUCHER RECIPIENTS IN LOCATING THE APPROPRIATE HOUSING.**

**IF MODIFICATIONS TO THE RESIDENCE ARE NEEDED, ASSISTING RECIPIENTS IN FUNDING THE APPROPRIATE ASSISTIVE TECHNOLOGY, INSTALLATION (I.E., A RAMP AND THE BUILDER/INSTALLER) AND NECESSARY FUNDING, AND ASSISTING POTENTIAL RECIPIENTS IN IDENTIFYING AND COORDINATING OTHER APPROPRIATE SUPPORT SERVICES.**

**DCHA PARTNERS WITH THE DELAWARE COUNTY DEPARTMENT OF HUMAN SERVICES TO ADMINISTER A VARIETY OF "SPECIAL NEEDS" PROGRAMS.**

**CURRENTLY COLLABORATIVE EFFORTS INCLUDE THE SHELTER PLUS CARE PROGRAM AND A TENANT BASED ASSISTANCE PROGRAM FOR HOMELESS DRUG AND ALCOHOL DEPENDENT INDIVIDUAL.**

**DCHA IS CONTINUING IT'S LONGSTANDING RELATIONSHIPS WITH A VARIETY OF COUNTY AGENCIES REPRESENTING "SPECIAL NEEDS" POPULATIONS INCLUDING THE MENTALLY AND PHYSICALLY HANDICAPPED/DISABLED, PERSONS WITH HIV AND AIDS, THE HOMELESS PERSONS IN DRUG AND ALCOHOL TREATMENT PROGRAMS AND VICTIMS OF DOMESTIC VIOLENCE. DCHA WILL CONTINUE TO EXPAND HOUSING**

OPPORTUNITIES FOR THESE GROUPS THROUGH REFERRALS FROM ADVOCATE GROUPS AND TARGETING OF ASSISTANCE GROUPS AND IN EXISTING ASSISTED HOUSING PROGRAMS. CASE MANAGEMENT BY THESE ADVOCATES IS AN INTEGRAL PART OF THESE HOUSING OPPORTUNITIES.

☒ **Affirmatively market to local non-profit agencies that assist families with disabilities**

FREEDOM VALLEY - SEE ABOVE STATEMENT FOR DETAILS

\_\_\_\_ **Other: (list below)**

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

\_\_\_\_ **Affirmatively market to races/ethnicities shown to have disproportionate housing needs**

\_\_\_\_ **Other: (list below)**

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

☒ **Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units**

THROUGH PARTICIPATION IN THE REGIONAL OPPORTUNITY COUNSELING PROGRAM, REGULAR SECTION 8 BRIEFINGS AND INDIVIDUAL COUNSELING.

☒ **Market the section 8 program to owners outside of areas of poverty /minority concentrations**

THROUGH PARTICIPATION IN THE REGIONAL OPPORTUNITY COUNSELING PROGRAM AND OWNERS WORKSHOPS.

\_\_\_\_ **Other: (list below)**

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

**Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:**

- X   Funding constraints
- Staffing constraints
- X   Limited availability of sites for assisted housing
- X   Extent to which particular housing needs are met by other organizations in the community
- X   Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X   Influence of the housing market on PHA programs
- X   Community priorities regarding housing assistance
- X   Results of consultation with local or state government
- X   Results of consultation with residents and the Resident Advisory Board
- X   Results of consultation with advocacy groups
- Other: (list below)

## **Statement of Financial Resources**

[24 CFR Part 903.79 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing

Financial Resources		
Sources	Planned \$	Planned Uses
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	1,827,267.00	
b) Public Housing Capital Fund	2,122,889.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	11,448,813	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	185,671	
g) Resident Opportunity and Self-Sufficiency Grants	100,000.00	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>SECTION 8 NEW CONSTRUCTION</b>	<b>650,725.00</b>	<b>Operating Funds</b>
<b>2. Prior Year Federal Grants (unobligated)</b>		

Sources	Planned \$	Planned Uses
funds only) (list below)		
99 PHDEP	178,152.00	Drug Prevention Programs/Reimburse Law Enforcement
97 PHDEP	38,000.00	Drug Prevention Programs/Physical Improvements
97 EDSS	188,678.00	Transportation/Job training/child care/Family Savings Plan
3. Public Housing Dwelling Rental Income		
	1,356,149.00	Operating/Routine expenditures
4. Other income (list below)		
Rooftop Rental	\$15,000.00	Operating/Routine expenditures
Non-dwelling rent/interest/laundry/proceeds/other	\$23,458.00	Operating/Routine expenditures
4. Non-federal sources (list below)		
Jefferson Bank	\$5,000.00	Delaware County Homeownership and Credit Counseling, Inc.
Total resources	\$16,975,528.00	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent

##### **(1) Eligibility**

**a. When does the PHA verify eligibility for admission to public housing? (select all that apply)**

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: (state time)  
15 TO 30 DAYS
- ☒ Other: (describe)

WHEN A UNIT BECOMES AVAILABLE

**b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?**

- ☒ Criminal or Drug-related activity

- ☒ Rental history
- ☒ Housekeeping
- ☒ Other (describe)

**CREDIT CHECKS**

- c. ☒ Yes \_\_\_ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. \_\_\_ Yes \_\_\_ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. \_\_\_ Yes \_\_\_ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- \_\_\_ Sub-jurisdictional lists
- ☒ Site-based waiting lists - for proposed new Calcon Gardens Mixed Finance Project
- \_\_\_ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- \_\_\_ PHA development site management office
- \_\_\_ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment

1. How many site-based waiting lists will the PHA operate in the coming year?

ONE - CALCON GARDENS PA 23-1

2. ☒ Yes \_\_\_ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?

If yes, how many lists? ONE - PA 23-1



3. ☒ Yes \_\_\_\_ No: May families be on more than one list simultaneously  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☒ PHA main administrative office
- \_\_\_\_ All PHA development management offices
- \_\_\_\_ Management offices at developments with site-based waiting lists
- \_\_\_\_ At the development to which they would like to apply
- \_\_\_\_ Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

☒ One - If an applicant is willing to accept the unit offer but is unable to move at the time of the offer and presents to the satisfaction of DCHA clear evidence or good cause that acceptance of the offer of a suitable size unit will result in undue hardship, the applicant's name will not be placed at the bottom of the waiting list.

- \_\_\_\_ Two
- \_\_\_\_ Three or More

b. ☒ Yes \_\_\_\_ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

\_\_\_\_ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- \_\_\_\_ Emergencies
- \_\_\_\_ Overhoused
- \_\_\_\_ Underhoused
- \_\_\_\_ Medical justification

- \_\_\_\_ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- \_\_\_\_ Resident choice: (state circumstances below)
- X Other: (list below)

ATTACHMENT #7 - TRANSFER POLICY

a. Preferences

1. X Yes \_\_\_\_ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection (5) Occupancy)

1. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- \_\_\_\_ Involuntary Displacement (Disaster, Government Action, Action of Housing  
\_\_\_\_ Owner, Inaccessibility, Property Disposition)
- \_\_\_\_ Victims of domestic violence
- \_\_\_\_ Substandard housing
- \_\_\_\_ Homelessness
- \_\_\_\_ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- X Working families and those unable to work because of age or disability
- \_\_\_\_ Veterans and veterans’ families
- X Residents who live and/or work in the jurisdiction
- X Those enrolled currently in educational, training, or upward mobility programs
- X Households that contribute to meeting income goals (broad range of incomes)
- X Households that contribute to meeting income requirements (targeting)
- \_\_\_\_ Those previously enrolled in educational, training, or upward mobility programs
- \_\_\_\_ Victims of reprisals or hate crimes
- \_\_\_\_ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

**4     Date and Time**

**Former Federal preferences:**

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing
- ☐ Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

**Other preferences (select all that apply)**

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

**4. Relationship of preferences to income targeting requirements:**

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

**a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)**

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials

APPLICATION PACKET  
ADMISSION PACKET  
GRIEVANCE PROCEDURES

☐ Other source (list)

**b. How often must residents notify the PHA of changes in family composition?  
(select all that apply)**

- ☒ At an annual reexamination and lease renewal  
☒ Any time family composition changes  
☒ At family request for revision  
☐ Other (list)

**(6) Deconcentration and Income Mixing**

**a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?**

**b. ☒ Yes ☐ No: Did the PHA adopt any changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?**

**c. If the answer to b was yes, what changes were adopted? (select all that apply)**

- ☐ Adoption of site-based waiting lists  
☐ If selected, list targeted developments below:

☒ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

**d. ☐ Yes ☒ No: Did the PHA adopt any changes to other policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?**

**e. If the answer to d was yes, how would you describe these changes? (select all that apply)**

☐ Additional affirmative marketing

- \_\_\_\_\_ Actions to improve the marketability of certain developments
- \_\_\_\_\_ Adoption or adjustment of ceiling rents for certain developments
- \_\_\_\_\_ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- \_\_\_\_\_ Other (list below)

**f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)**

- \_\_\_\_\_ Not applicable: results of analysis did not indicate a need for such efforts
- \_\_\_\_\_ List (any applicable) developments below:

**g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)**

- \_\_\_\_\_ Not applicable: results of analysis did not indicate a need for such efforts
- \_\_\_\_\_ List (any applicable) developments below:

## **B. Section 8**

**Exemptions:** PHAs that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

**a. What is the extent of screening conducted by the PHA? (select all that apply)**

- ☒ **Criminal or drug-related activity only to the extent required by law or regulation**
- \_\_\_\_\_ Criminal and drug-related activity, more extensively than required by law or regulation
- \_\_\_\_\_ More general screening than criminal and drug-related activity (list factors below)
- \_\_\_\_\_ Other (list below)

**b. ☒ Yes \_\_\_\_\_ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?**

**c. \_\_\_\_\_ Yes \_\_\_\_\_ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?**

**d. \_\_\_\_\_ Yes \_\_\_\_\_ No: Does the PHA access FBI criminal records from the FBI for**

screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☒ Criminal or drug-related activity  
☒ Other (describe below)

#### INFORMATION TO OWNERS

In accordance with HUD requirements, the HA will furnish prospective owners with the family's current addresses as shown in the HA's records and, if known to the HA, the name and address of the landlord a the family's current and prior address

The HA will make an exception to this requirement if the family's whereabouts must be protected due to domestic abuse or witness protection.

The HA will inform owners that it is the responsibility of the landlord to determine the suitability of prospective tenants. Owners will be encouraged to screen applicants for rent payment history, eviction history, damage to units, and other factors related to the family's suitability as a tenant.

A statement of the HA's policy on release of information to prospective landlords will be included in the briefing packet which is provided to the family (See attachment #8)

The HA will provide documented information regarding tenancy history for the past 3 years to prospective landlords upon request from the landlord.

The HA will furnish prospective owners with information about he family's rental history, or any history of drug trafficking. Upon request.

The HA will provide the following information, based on documentation in its possession:

- Eviction history
- Damage to rental units
- Other aspects of tenancy history
- Drug Trafficking by family members

The information will be provided for the last 3 years.

The information will be provided orally.

#### (2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None  
☐ Federal public housing  
☐ Federal moderate rehabilitation

- ☐ Federal project-based certificate program  
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

**(3) Search Time**

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

The HA will extend the term up to 120 days from the beginning of the initial term if the family needs and requests an extension as a reasonable accommodation to make the program accessible to and usable by a family member with a disability. If as a reasonable accommodation, the family needs an extension in excess of 120 days, the HA will request such approval from the HUD field office.

A family may request an extension of the Certificate/Voucher time period. All request for extensions must be in writing and received prior to the expiration date of the Certificate/Voucher.

Extensions are permissible at the discretion of the HA up to a maximum of an additional 60 days primarily for these reasons:

Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial sixty-day period. Verification is required.

The HA is satisfied that the family has made a reasonable effort to locate a unit including seeking the assistance of the HA, throughout the initial sixty day period. A completed search record is required.

The family was prevented from finding a unit due to a disability accessibility requirements or larger size bedroom unit requirement. The Search Record is part of the required verification.

**(4) Admissions Preferences**

a. Income targeting

Yes ☐ No ☒ : Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at

or below 30% of median area income?

**b. Preferences**

1. X Yes \_\_\_\_ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

**Former Federal preferences**

- \_\_\_\_ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- \_\_\_\_ Victims of domestic violence
- \_\_\_\_ Substandard housing
- \_\_\_\_ Homelessness
- \_\_\_\_ High rent burden (rent is > 50 percent of income)

**Other preferences (select all that apply)**

- X Working families and those unable to work because of age or disability
- \_\_\_\_ Veterans and veterans' families
- X Residents who live and/or work in your jurisdiction
- X Those enrolled currently in educational, training, or upward mobility programs
- \_\_\_\_ Households that contribute to meeting income goals (broad range of incomes)
- \_\_\_\_ Households that contribute to meeting income requirements (targeting)
- \_\_\_\_ Those previously enrolled in educational, training, or upward mobility programs
- \_\_\_\_ Victims of reprisals or hate crimes
- \_\_\_\_ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

4 **Date and Time**

**Former Federal preferences**



- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden

**Other preferences (select all that apply)**

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

**4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)**

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

**5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)**

- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

**6. Relationship of preferences to income targeting requirements: (select one)**

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

**a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)**

- ☒ The Section 8 Administrative Plan
- ☒ Briefing sessions and written materials
- ☐ Other (list below)

a. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

\_\_\_\_ Through published notices

X Other (list below)

THE SECTION 8 ASSISTANCE PROGRAMS IS ADVERTISED TO THE TARGETED POPULATION THROUGH APPROPRIATE SOCIAL SERVICE AGENCIES.

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component

##### **(A) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

X The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

\_\_\_\_ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

##### **b. Minimum Rent**

1. What amount best reflects the PHA's minimum rent? (select one)

\_\_\_\_ \$0

\_\_\_\_ \$1-\$25

X \$26-\$50

2. \_\_\_\_ Yes X No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

a. Rents set at less than 30% than adjusted income

1. ☒ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

**CEILING RENTS:**

1 BEDROOM	\$369.00
2 BEDROOM	\$434.00
3 BEDROOM	\$543.00
4 BEDROOM	\$608.00
5 BEDROOM	\$699.00

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☒ For the earned income of a previously unemployed household member  
☐ For increases in earned income  
☐ Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:  
☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:  
☒ For household heads  
☒ For other family members  
☐ For transportation expenses  
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families  
☐ Other (describe below)

**e. Ceiling rents**

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments  
☒ Yes but only for some developments  
☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments  
☐ For all general occupancy developments (not elderly or disabled or elderly only)  
☐ For specified general occupancy developments

- ☐ For certain parts of developments; e.g., the high-rise portion  
☐ For certain size units; e.g., larger bedroom sizes  
☒ Other (list below)

ALL DEVELOPMENTS EXCEPT SECTION 8 NEW CONSTRUCTION PA 26 001-0005 AND  
 UPLAND MIXED POPULATION BUILDING PA 23-8.

**3. Select the space or spaces that best describe how you arrive at ceiling rents  
 (select all that apply)**

- ☐ Market comparability study  
☐ Fair market rents (FMR)  
☐ 95<sup>th</sup> percentile rents  
☐ 75 percent of operating costs  
☒ 100 percent of operating costs for general occupancy (family) developments  
☐ Operating costs plus debt service  
☐ The "rental value" of the unit  
☐ Other (list below)

**f. Rent re-determinations:**

**1. Between income reexaminations, how often must tenants report changes in income  
 or family composition to the PHA such that the changes result in an adjustment to  
 rent? (select all that apply)**

- ☐ Never  
☐ At family option  
☒ Any time the family experiences an income increase  
☐ Any time a family experiences an income increase above a threshold amount  
 or percentage: (if selected, specify threshold) \_\_\_\_\_  
☐ Other (list below)

g. ☒ Yes ☐ No: Does the PHA plan to implement individual savings accounts for  
 residents (ISAs) as an alternative to the required 12 month  
 disallowance of earned income and phasing in of rent increases  
 in the next year?

DCHA IS NEGOTIATING WITH ANOTHER SOCIAL SERVICE AGENCY  
 DESIGNATED TO OPERATE ISA'S.

**(2) Flat Rents**

**1. In setting the market-based flat rents, what sources of information did the PHA**

use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing  
☐ Survey of rents listed in local newspaper  
☐ Survey of similar unassisted units in the neighborhood  
☐ Other (list/describe below)

## **B. Section 8 Tenant-Based Assistance**

**Exemptions:** PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program).

**(1) Payment Standards**  
Describe the voucher payment standards and policies.

**a. What is the PHA's payment standard? (select the category that best describes your standard)**

- ☐ At or above 90% but below 100% of FMR  
☒ 100% of FMR  
☐ Above 100% but at or below 110% of FMR  
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

**b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)**

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area  
☐ The PHA has chosen to serve additional families by lowering the payment standard  
☐ Reflects market or submarket  
☐ Other (list below)

**c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)**

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area  
☐ Reflects market or submarket  
☐ To increase housing options for families  
☐ Other (list below)

**d. How often are payment standards reevaluated for adequacy? (select one)**

- ☒ Annually  
☐ Other (list below)

**e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)**

- ☐ Success rates of assisted families  
☒ Rent burdens of assisted families  
☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

~~Select one~~ PHA's management structure and organization.

- ☒ An organization chart showing the PHA's management structure and organization is attached. Attachment # 5  
☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

\_. List Federal programs administered by the PHA, number of families served at the beginning

Program Name	Units or Families Served at Beginning of FY	Expected turnover in each. (Use "NA" to indicate that the PHA does not offer any of the programs listed below.)
Public Housing	785	10%
Section 8 Vouchers	403	10%
Section 8 Certificates	1570	15%
Section 8 Mod Rehab	0	
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Family Unification	145	2%
Shelter Plus Care	26	10%
Mainstream	75	2%

<b>Public Housing Drug Elimination Program (PHDEP)</b>	<b>322 units</b>	
<b>Other Federal Programs(list individually)</b>		
<b>Section 8 New Construction Pa26-001-0005</b>	<b>100</b>	<b>10%</b>
<b>Meson Pa26-003-0034</b>	<b>18</b>	<b>5%</b>
<b>Supportive Housing Program Pa26-005-0001</b>	<b>23</b>	
<b>EDSS - Elderly/Disabled</b>	<b>179 units</b>	
<b>EDSS Families</b>	<b>586 units</b>	

### **C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing

1. Admission and Continued Participation (S8NC)
2. Management and Occupancy Policy
3. Affirmative Action Plan
4. By-Laws
5. Capitalization Policy
6. Disposition of Abandoned Personal Property Policy
7. Disposition Policy
8. Drug and Alcohol Policy
9. Grievance Procedure
10. Investment Policy
11. Loan Policy
12. Minority Business Enterprise/Women Business Enterprise
13. Pet Policy
14. Pet Policy - Elderly/Handicapped
15. Personnel Policy
16. Procurement Policy
17. Reasonable Accommodation Policy
18. Record Retention Policy
19. Rent Collection Policy
20. Resident Initiatives Policy
21. Residential Dwelling Lease
22. Retirement Plan
23. Section 504 Grievance Procedures
24. Section 8 Administrative Plan
25. S8 (NC) Residential Dwelling Lease
26. Sexual Harassment Policy
27. Stale Dated Check Disposition Policy
28. Tenant Relief in Paying Excess Utility Charges Policy
29. Transfer Policy
30. Casual Businesswear Policy
31. Keycard Policy

32. Maintenance Department Observation and Recommendations 1997 Reorganization Plan
33. Maintenance Overtime Policy and Procedure
34. FSS Action Plan
35. Procedure for Property Disposition
36. Procedure for Receiving Visitors
37. Purchase Order Policy
38. Purchasing Policy Audit Program
39. Range and Refrigerators Procedures
40. Smoking Policy
41. Safety Policy Statement
42. Deconcentration Policy
43. Public Housing Homeownership Program
44. Meson Lease
45. Supportive Housing Lease
46. Delaware County Housing Development Corporation Lease
47. Delaware County Housing Authority Countywide Homeownership Program

**(1) Public Housing Maintenance and Management: (list below)**

**SEE ABOVE LIST**

**(2) Section 8 Management: (list below)**

**SEE ABOVE LIST**

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

**A. Public Housing**

1. \_\_\_\_ Yes  X  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- X  PHA main administrative office  
 \_\_\_\_ PHA development management offices  
 \_\_\_\_ Other (list below)

**B. Section 8 Tenant-Based Assistance**

1. \_\_\_\_ Yes  X  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?



If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office

☐ Other (list below)

## 7. Capital Improvement Needs

[24 CFR Part 903.79 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### (1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template OR, at the PHA's option, by completing and attaching a properly updated HUD-52837.

SEE ATTACHMENT #3

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

#### (2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plan template OR by completing and attaching a properly updated HUD-52834.

☒ Yes. No. Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

\_\_\_ Yes X No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

\_\_\_ Revitalization Plan under development  
\_\_\_ Revitalization Plan submitted, pending approval  
\_\_\_ Revitalization Plan approved  
\_\_\_ Activities pursuant to an approved Revitalization Plan underway

\_\_\_ Yes X No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:

X Yes \_\_\_ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:

The Housing Authority of the County of Delaware (the "DCHA") and Pennrose Equities ("Pennrose") have put together a Mixed Finance Proposal for the development of Calcon Gardens. The DCHA, in consultation with the community and Pennrose, have created a proposal that outlines the development. Calcon Gardens, a 50 unit multifamily replacement housing initiative in Darby Township, PA, is part of a three-part strategy which will transform a distressed area in southeastern Pennsylvania into a vibrant, livable community. These components include:

1. The demolition of an existing public housing project known as Calcon Hook Gardens and subsequent new construction of fifty townhouses for families;
2. The acquisition of the former Studevan School building from Darby Township, its subsequent demolition and new construction of a 36 unit apartment complex for seniors; and
3. The development of a Township police station, library and community center for the residents of the township. The first of these components is the subject of this proposal.

While the Studevan School apartment project and the Township project are not part of the Mixed Finance Proposal, it is necessary to note this projects importance in the strategy to revitalize this neighborhood.

The development of Calcon Gardens will utilize a structure of mixed finance development that has been approved by HUD to transform a severely distressed, 50 unit public housing project. The existing project will be demolished and a new development of 50 townhouses will take its place.

The following capital funds are expected to be provided for Calcon Gardens:

1. A total of \$4,919,975 in Comprehensive Grant Program (Comp Grant) funds are committed to the project by DCHA. These Comp Grant monies will be allocated to the project in two ways:
  - Up to \$4,500,000 (plus investment earning thereon) will be used to secure and pay tax-exempt bonds which will be used during construction period.
  - \$419,975 (or the remaining balance of Comp Grant Funds) will be dedicated to the project as a development loan.
2. The project will generate "private" funds (4% low-income housing tax credits) of approximately \$2,554,501 from Limited Partner - syndicated equity.

On August 10, 1999 the Pennsylvania Economic Development Finance Agency ("PEDFA") at the Pennsylvania Department of Community and Economic Development ("DCED") approved its consideration of up to 4,500,000 in tax exempt bond volume cap. This approval has furthermore led to availability of low-income housing tax credits being made available to the project.

The project will be managed by DCHA and will be supported by tenant rent and operating subsidy provided by DCHA. The Calcon gardens Limited Partnership (the "Partnership") has been formed and will subsequently own the project. Currently the development serves 0 families and will serve 50 households at the conclusion of the redevelopment.

Highland Homes PA 23-2. This community was built in 1937/38 and is slated for an expenditure of capital funds in year 2004. During this year DCHA will explore the potential for mixed finance redevelopment of this community and may require a small investment of capital funds for this assessment. This allocation can be made under the fungibility provision if required.

X  Yes \_\_\_\_ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

DCHA HAS LAND AVAILABLE THAT MAYBE DEVELOPED AS FUNDS  
BECOME AVAILABLE.  
FRONT STREET, UPLAND BOROUGH  
306 WALLINGFORD AVENUE, NETHER PROVIDENCE TWP.

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1.  X  Yes \_\_\_\_ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937

(42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

## 2. Activity Description

  X   Yes        No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	CALCON HOOK GARDENS
1b. Development (project) number:	PA 23-1
2. Activity type:	<u>  X  </u> Demolition <u>  X  </u> Disposition
3. Application status (select one)	<u>      </u> Approved <u>  X  </u> Submitted, pending approval <u>      </u> Planned application
4. Date application approved, submitted, or planned for submission:	(29/10/99)
5. Number of units affected:	50
Coverage of action (select one)	<u>      </u> Part of the development <u>  X  </u> Total development
7. Timeline for activity:	ESTIMATED - RECEIVE HUD MIXED FINANCE APPLICATION AND DEMO/DISPO APPROVAL LETTER AUGUST 18, 2000, START DEMOLITION IMMEDIATELY AFTER.
a. Actual or projected start date of activity:	
b. Projected end date of activity:	AUGUST 31, 2001 APPROXIMATELY

## 9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.        Yes   X   No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one

activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

## **2. Activity Description**

Yes No: **Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.**

<b><u>Designation of Public Housing Activity Description</u></b>
<b><u>1a. Development name:</u></b>
<b><u>1b. Development (project) number:</u></b>
<b><u>2. Designation type:</u></b>
<u>Occupancy by only the elderly</u>
<u>Occupancy by families with disabilities</u>
<u>Occupancy by only elderly families and families with disabilities</u>
<b><u>3. Application status (select one)</u></b>
<u>Approved; included in the PHA’s Designation Plan</u>
<u>Submitted, pending approval</u>
<u>Planned application</u>
<b><u>4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)</u></b>
<b><u>5. If approved, will this designation constitute a (select one)</u></b>
<u>New Designation Plan</u>
<u>Revision of a previously-approved Designation Plan?</u>
<b><u>6. Number of units affected:</u></b>
<b><u>7. Coverage of action (select one)</u></b>
<u>Part of the development</u>
<u>Total development</u>

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. Yes X No: **Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations**

Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

## 2. Activity Description

\_\_\_ Yes \_\_\_ No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
___	Assessment underway
___	Assessment results submitted to HUD
___	Assessment results approved by HUD (if marked, proceed to next question)
___	Other (explain below)
3. ___ Yes ___ No:	Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status)	
___	Conversion Plan in development
___	Conversion Plan submitted to HUD on: (DD/MM/YYYY)
___	Conversion Plan approved by HUD on: (DD/MM/YYYY)
___	Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
___	Units addressed in a pending or approved demolition application (date submitted or approved: )
___	Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )
___	Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )
___	Requirements no longer applicable: vacancy rates are less than 10 percent
___	Requirements no longer applicable: site now has less than 300 units
___	Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

## **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

## A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to small PHA or high performing PHA status. PHAs completing streamlined submissions may skip to component 11B.)

SEE ATTACHMENT #9 AND #10

## 2. Activity Description

☒ Yes ☐ No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: DARBY BOROUGH HOMEOWNERSHIP PROGRAM
1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected:
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If

**“No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. High performing PHAs may skip to component 12.)**

**2. Program Description:**

**a. Size of Program**

☒ **Yes** ☐ **No:** Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

**b. PHA-established eligibility criteria**

☒ **Yes** ☐ **No:** Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

DCHA believes that a continuum of assistance is necessary for the success of homeownership and will attempt to establish linkages between FSS, homeownership counseling programs and homeownership opportunities through a variety of programs in Delaware County. Preferences may be established for these programs.

**12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.79 (I)]

**Exemptions from Component 12:** High performing and small PHAs are not required to complete this component. PHAs that coordinate with the Welfare (TANF) Agency are not required to complete component C.

**1. Cooperative agreements:**

☒ **Yes** ☐ **No:** Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 22/11/99



**SEE ATTACHMENT #14**

**2. Other coordination efforts between the PHA and TANF agency (select all that apply)**

- ☒ **Client referrals**  
☒ **Information sharing regarding mutual clients (for rent determinations and otherwise)**  
☒ **Coordinate the provision of specific social and self-sufficiency services and programs to eligible families**  
☒ **Jointly administer programs AS NECESSARY FUNDS ARE AVAILABLE.**  
☒ **Partner to administer a HUD Welfare-to-Work voucher program AS NECESSARY FUNDS ARE AVAILABLE.**

- \_\_\_\_\_ **Joint administration of other demonstration program**  
\_\_\_\_\_ **Other (describe)**

**B. Services and programs offered to residents and participants**

**(1) General**

**a. Self-Sufficiency Policies**

**Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)**

- ☒ **Public housing rent determination policies**  
☒ **Public housing admissions policies**  
☒ **Section 8 admissions policies**  
\_\_\_\_\_ **Preference in admission to section 8 for certain public housing families**  
☒ **Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA**  
☒ **Preference/eligibility for public housing homeownership option participation**  
☒ **Preference/eligibility for section 8 homeownership option participation**  
\_\_\_\_\_ **Other policies (list below)**

**b. Economic and Social self-sufficiency programs**

- ☒ **Yes** \_\_\_\_\_ **No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following**

table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Job Bank and Career Center (CDL training, CNA training, employment)	200		Delaware Training Center, Various Employees	Both
Literacy Training	30		IU.	Both
Head Start	75		IU.	Both
Child Care	100			Both
Homeownership and Credit Counseling	50		Roots and Wings	Both
Elderly & Persons with Disabilities - Supportive Services	10		Home Nurse Care	Both
Personal Response Systems (PERS)	20		Responsibility	Both
Various Workshops/Activities	200		Various Agencies	Both

**(2) Family Self Sufficiency program/s**

**a. Participation Description**

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	45	45 31-8-00
Section 8	131	131 31-12-00

b.  X  Yes   No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.79 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8. Only PHAs may elect to ensure the safety of public housing residents. PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☒ Other (describe below)  
GANG RELATED ACTIVITIES

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti

- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

**3. Which developments are most affected? (list below)**

Fairground  
Upland

Kinder Park  
Calcon Hook Gardens

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

**1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)**

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program (in the original submission this was marked in error.)
- ☐ Other (describe below)

**2. Which developments are most affected? (list below)**

Fairground  
Upland

Kinder Park  
Calcon Hook Gardens

**C. Coordination between PHA and the police**

**1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)**

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents

☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services  
Other activities (list below)

2. Which developments are most affected? (list below)

Fairground  
Upland

Kinder Park  
Calcon Hook Gardens

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds

☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

☐ Yes ☒ No: This PHDEP Plan is an Attachment. (Attachment Filename: )

**14. RESERVED FOR PET POLICY**

SEE ATTACHMENT # 11 PET POLICY

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)

2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD? March 31, 1999

3. ☐ Yes ☒ No: Were there any findings as the result of that audit?

4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain?

5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

**17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.

High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

☐ Not applicable

☐ Private management

☒ Development-based accounting

☒ Comprehensive stock assessment

☐ Other: (list below)

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the optional Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

See Attachment #12

Statements from resident organization that they attended the meetings.

INPUT FROM RESIDENTS WAS PRESENTED ORALLY DURING THE PERIODIC MEETINGS AND NOT RECORDED

2. If yes, the comments are: (if comments were received, the PHA MUST select one)

☐ Attached at Attachment (File name)

☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

☐ Considered comments, but determined that no changes to the PHA Plan were

- \_\_\_\_\_ necessary.
- \_\_\_\_\_ **The PHA changed portions of the PHA Plan in response to comments**
- \_\_\_\_\_ **List changes below:**
- \_\_\_\_\_ **Other: (list below)**

## **B. Description of Election process for Residents on the PHA Board**

1. \_\_\_\_ Yes \_\_\_\_ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. \_\_\_\_ Yes \_\_\_\_ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

**The Board of Commissioners is appointed by the Delaware County Council Pursuant to State Law. No vacancies currently exist on the Board.**

## **3. Description of Resident Election Process**

**NOT APPLICABLE**

### **a. Nomination of candidates for place on the ballot: (select all that apply)**

- \_\_\_\_\_ **Candidates were nominated by resident and assisted family organizations**
- \_\_\_\_\_ **Candidates could be nominated by any adult recipient of PHA assistance**
- \_\_\_\_\_ **Self-nomination: Candidates registered with the PHA and requested a place on ballot**
- \_\_\_\_\_ **Other: (describe)**

### **b. Eligible candidates: (select one)**

- \_\_\_\_\_ **Any recipient of PHA assistance**
- \_\_\_\_\_ **Any head of household receiving PHA assistance**
- \_\_\_\_\_ **Any adult recipient of PHA assistance**
- \_\_\_\_\_ **Any adult member of a resident or assisted family organization**
- \_\_\_\_\_ **Other (list)**

### **c. Eligible voters: (select all that apply)**

- \_\_\_\_\_ **All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)**
- \_\_\_\_\_ **Representatives of all PHA resident and assisted family organizations**
- \_\_\_\_\_ **Other (list)**

**C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary)

**1. Consolidated Plan jurisdiction: (provide name here)**

DELAWARE COUNTY

**2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)**

- ☒ **The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.**
- ☒ **The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.**
- ☒ **The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.**
- ☒ **Activities to be undertaken by the PHA in the coming year are consistent with**



the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

**4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)**

1. Income targeting requirements of QWRHA and this plan are consistent with the needs expressed in the Consolidate Plan.
2. Special Needs populations are targeted for support by each plan.
3. Participation in the ROC is supported.
4. DCHA is able to access the County Housing Development Fund for funds for acquisition/new construction opportunities.
5. Cooperation and communication regarding affordable housing opportunities.

**1. Consolidated Plan jurisdiction: (provide name here)**

HAVERFORD TOWNSHIP

**2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)**

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

**4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)**

- 1. Income targeting requirements of QWRHA and this plan are consistent with the needs expressed in the Consolidate Plan.**
- 2. Participation in the ROC is supported.**
- 3. Cooperation and communication regarding affordable housing opportunities.**

**1. Consolidated Plan jurisdiction: (provide name here)**

**UPPER DARBY TOWNSHIP**

**2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)**

- ☒ **The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.**
- ☒ **The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.**
- ☒ **The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.**
- ☒ **Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)**

\_\_\_\_\_ Other: (list below)

**4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)**

- 1. Income targeting requirements of QWRHA and this plan are consistent with the needs expressed in the Consolidate Plan.**
- 2. Special Needs populations are targeted for support by each plan.**
- 3. Cooperation and communication regarding affordable housing opportunities**

**D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

## **Attachments**

**Use this section to provide any additional attachments referenced in the Plans.**

**PHA Plan**  
**Component 7**  
**Table Library**  
**Capital Fund Program Annual Statement**  
**Parts I, II, and III**

**Annual Statement**  
**Capital Fund Program (CFP) Part I: Summary**

<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated</b>
<b>1</b>	<b>Total Non-CGP Funds</b>	
<b>2</b>	<b>1406 Operations</b>	
<b>3</b>	<b>1408 Management Improvements</b>	
<b>4</b>	<b>1410 Administration</b>	<b>84,900.00</b>
<b>5</b>	<b>1411 Audit</b>	
<b>6</b>	<b>1415 Liquidated Damages</b>	
<b>7</b>	<b>1430 Fees and Costs</b>	<b>131,000.00</b>
<b>8</b>	<b>1440 Site Acquisition</b>	
<b>9</b>	<b>1450 Site Improvement</b>	<b>6,989.00</b>
<b>10</b>	<b>1460 Dwelling Structures</b>	<b>1,900,000.00</b>
<b>11</b>	<b>1465.1 Dwelling Equipment-Nonexpendable</b>	
<b>12</b>	<b>1470 Nondwelling Structures</b>	
<b>13</b>	<b>1475 Nondwelling Equipment</b>	
<b>14</b>	<b>1485 Demolition</b>	
<b>15</b>	<b>1490 Replacement Reserve</b>	
<b>16</b>	<b>1492 Moving to Work Demonstration</b>	
<b>17</b>	<b>1495.1 Relocation Costs</b>	
<b>18</b>	<b>1498 Mod Used for Development</b>	
<b>19</b>	<b>1502 Contingency</b>	
<b>20</b>	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>2,122,889.00</b>
<b>21</b>	<b>Amount of line 20 Related to LBP Activities</b>	
<b>22</b>	<b>Amount of line 20 Related to Section 504 Compliance</b>	
<b>23</b>	<b>Amount of line 20 Related to Security</b>	
<b>24</b>	<b>Amount of line 20 Related to Energy Conservation</b>	

**Annual Statement**

**Table Library**

### Capital Fund Program (CFP) Part II: Supporting Table

<b>Development Number/Name</b>	<b>General Description of Major Work Categories</b>	<b>Development Account Number</b>	<b>Total Estimated Cost</b>
<b>HA-Wide Activities</b>			
PHA WIDE	Salary/Benefits Manager/Secretary	1410	84,900.00
PHA - WIDE	A/E Consultants/Survey	1430	99,000.00
	Legal Fees	1430	32,000.00
PA 23-1	Calcon Hook Gardens Mixed Finance	1460	1,900,000.00
PHA - WIDE	asphalt and drainage, trees, landscaping, concrete	1450	6,989.00

### Annual Statement

### Capital Fund Program (CFP) Part III: Implementation Schedule

<b>Development Number/Name</b> <b>HA-Wide Activities</b>	<b>All Funds Obligated</b> <b>(Quarter Ending Date)</b>	<b>All Funds Expended</b> <b>(Quarter Ending Date)</b>
PHA - WIDE	2-21-02	2-1-02
PA 23-1, Calcon Hook Mixed Finance	3-31-02	9-1-03

## Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
	PHA WIDE		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1.	Salaries, Benefits, Dir C. Manager/Secretary	84,900.00	2001
2.	Resident Training 2 day seminar for bookkeeping \$3,000 Various seminars and conferences \$7,000	10,000.00	2001
3.	Staff Training 2 - 2 day seminars \$4,000 each Homeownership counseling training \$2,000	10,000.00	2001
4.	Resident Transportation \$20,000	20,000.00	2001
Total estimated cost over next 5 years		\$124,900.00	

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<b>Optional 5 Year Action Plan Tables</b>			
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Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
	PHA Wide	N/A	N/A

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
1. Survey, Legal Feeds	35,000.00	2001
2. A/E Fees	50,000.00	2001
3. Trees/Landscaping	5,000.00	2001
4. Concrete (sidewalks and curbs)	8,000.00	2001
5. Asphalt Roadway/Drive way	8,000.00	2001
6. Lead base paint	25,000.00	2001
Total estimated cost over 5 years	131,000.00	

<b>Optional 5 Year Action Plan Tables</b>			
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Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA 23-2	Highland Homes	1	.39%

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Underground tank removal and paving	75,000.00	2001
Total estimated cost over next 5 years	75,000.00	



Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PA 23-8	Upland "E" Building	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Door Replacement		60,000.00	2001
Total estimated cost over next 5 years		60,000.00	

Optional 5 Year Action Plan Tables			
Development Number	Development Name	Number Vacant Units	% Vacancies in Development
PA 23-12	306 Wallingford Road, South Media	2	
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace/Rehab		150,000.00	2001
Total estimated cost over next 5 years		150,000.00	

**Optional 5 Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>PA 23-3</b>	<b>Upland Terrace Homes - 20 units</b>	<b>0</b>	<b>0</b>

<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>1. Relocation</b>	<b>15,000.00</b>	<b>2001</b>
<b>2. Bonds</b>	<b>36,000.00</b>	<b>2001</b>
<b>3. General Conditions</b>	<b>60,000.00</b>	<b>2001</b>
<b>4. Demolition</b>	<b>40,000.00</b>	<b>2001</b>
<b>5. New roofing/sheeting</b>	<b>140,000.00</b>	<b>2001</b>
<b>6. Windows</b>	<b>52,000.00</b>	<b>2001</b>
<b>7. Rough Carpentry</b>	<b>22,000.00</b>	<b>2001</b>
<b>8. Caulking</b>	<b>6,200.00</b>	<b>2001</b>
<b>9. Dry Wall</b>	<b>76,000.00</b>	<b>2001</b>
<b>10. Exterior Siding</b>	<b>70,000.00</b>	<b>2001</b>
<b>11. Finish Carpentry</b>	<b>24,000.00</b>	<b>2001</b>
<b>12. Finish Hardware</b>	<b>13,000.00</b>	<b>2001</b>
<b>13. Doors</b>	<b>52,000.00</b>	<b>2001</b>
<b>14. Flooring</b>	<b>52,000.00</b>	<b>2001</b>
<b>15. Painting</b>	<b>46,000.00</b>	<b>2001</b>
<b>16. Plumbing</b>	<b>104,000.00</b>	<b>2001</b>
<b>17. Site Water Service</b>	<b>50,000.00</b>	<b>2001</b>
<b>18. Heating/AC</b>	<b>170,000.00</b>	<b>2001</b>
<b>19. Electrical</b>	<b>90,000.00</b>	<b>2001</b>
<b>20. Fire Protection</b>	<b>5,000.00</b>	<b>2001</b>

21.	Driveways	20,000.00	2001
22.	Ranges	11,000.00	2001
23.	Refrigerators	13,000.00	2001
24.	Cabinets	66,000.00	2001
25.	Laundry connections	7,000.00	2001
26.	Punch list	5,000.00	2001
27.	Landscaping and plants	12,000.00	2001
Total estimated cost over next 5 years		1,257,200.00	

Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide	Number Vacant Units	% Vacancies in Development
PA 23-8	Upland Terrace 21 apartments 18 homes	0	
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1.	Relocation	50,000.00	2001
2.	Bonds	60,000.00	2001
3.	Demo	76,500.00	2001
4.	New Roofing	126,000.00	2001
5.	Windows	12,289.00	2001
Total estimated cost over next 5 years		324,789.00	
Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide	Number Vacant Units	% Vacancies in Development
	PHA Wide		

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
1. Salaries	87,500.00	2002
2. Computer upgrade	35,000.00	2002
3. Resident Training	10,000.00	2002
2 day seminars for bookkeeping \$3,000		
Various seminars and conferences \$7,000		
4. Staff Training	10,000.00	2002
2 day seminar \$4,000 each		
Homeownership counseling/training \$2,000		
5. Resident Transportation	20,000.00	2002
Total estimated cost over next 5 years	162,500.00	

Optional 5 Year Action Plan Tables
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Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development
	PHA Wide		

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
1. A/E fees	50,000.00	2002
2. Survey and legal fees	38,000.00	2002
3. Trees/landscaping	5,000.00	2002
4. Concrete, sidewalks and curbs	8,000.00	2002
5. Asphalt and driveways	8,000.00	2002
Total estimated cost over next 5 years	109,000.00	

**Optional 5 Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name (or indicate PHA Wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>PA 23-8</b>	<b>Upland Terrace 18 homes 21 apartments</b>	<b>0</b>	<b>0</b>

<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>1. Windows</b>	<b>66,011.00</b>	<b>2002</b>
<b>2. Rough carpentry</b>	<b>42,900.00</b>	<b>2002</b>
<b>3. Caulking</b>	<b>12,090.00</b>	<b>2002</b>
<b>4. Drywall</b>	<b>120,900.00</b>	<b>2002</b>
<b>5. Exterior (siding)</b>	<b>99,800.00</b>	<b>2002</b>
<b>6. Finish carpentry</b>	<b>46,800.00</b>	<b>2002</b>
<b>7. Finish Hardware</b>	<b>25,350.00</b>	<b>2002</b>
<b>8. Doors</b>	<b>88,800.00</b>	<b>2002</b>
<b>9. Flooring</b>	<b>88,800.00</b>	<b>2002</b>

10.	Printing	89,700.00	2002
11.	Plumbing	182,700.00	2002
12.	Site plumbing	55,000.00	2002
13.	Heating/AC	178,000.00	2002
Total estimated cost over next 5 years		1,096,851.00	

Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide	Number Vacant Units	% Vacancies in Development
PA 23-8	Upland Terrace 18 homes 21apartments	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1.	Electrical	144,000.00	2002
2.	Fire Protection	9,750.00	2002
3.	Driveways/Parking	28,000.00	2002
4.	Ranges	21,450.00	2002
5.	Refrigerators	25,350.00	2002
6.	Cabinets	128,700.00	2002
7.	Laundry connections	11,300.00	2002
8.	Punch lists	5,000.00	2002

<b>9. Landscaping and plants</b>	<b>23,400.00</b>	<b>2002</b>
<b>Total estimated cost over next 5 years</b>	<b>396,950.00</b>	

<b>Optional 5 Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA Wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>PA 23-9</b>	<b>Upland Terrace 64 Homes</b>	<b>0</b>	<b>.34%</b>
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>1. Relocation</b>		<b>100,000.00</b>	<b>2002</b>
<b>2. Bonds</b>		<b>120,000.00</b>	<b>2002</b>
<b>3. General Conditions</b>		<b>137,588.00</b>	<b>2002</b>
<b>Total estimated cost over next 5 years</b>		<b>357,588.00</b>	

<b>Optional 5 Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA Wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
	<b>PHA Wide</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>1. Salaries, benefits</b>		<b>91,125.00</b>	<b>2003</b>
<b>2. Computer upgrade</b>		<b>35,000.00</b>	<b>2003</b>
<b>3. Resident Training</b>		<b>10,000.00</b>	<b>2003</b>
<b>2 day seminar for Bookkeeping \$3,000</b>			
<b>Various seminars and conferences \$4,000</b>			
<b>4. Staff training</b>		<b>10,000.00</b>	<b>2003</b>

5.	2 - 2 day seminars \$4,000 each Homeownership counseling training \$2,000 Resident transportation	20,000.00	2003
Total estimated cost over next 5 years		166,125.00	

Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide	Number Vacant Units	% Vacancies in Development
	PHA Wide		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1.	A/E fees	100,000.00	2003
2.	Survey and legal fees	50,000.00	2003
3.	Trees/landscaping	8,000.00	2003
4.	Concrete, sidewalk, curbs	10,000.00	2003
Total estimated cost over next 5 years		168,00.00	

Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide	Number Vacant Units	% Vacancies in Development
PA 23-9	Upland Terrace Homes 64 units	0	.34%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1.	General Conditions	22,412.00	2003
2.	Demolition	166,400.00	2003
3.	New roofing	480,000.00	2003



4.	Windows	166,400.00	2003
5.	Rough carpentry	70,400.00	2003
6.	Caulking	20,480.00	2003
7.	Drywall	243,200.00	2003
8.	Exterior siding	230,400.00	2003
9.	Finish carpentry	78,400.00	2003
10.	Finish hardware	42,240.00	2003
11.	Doors	169,600.00	2003
12.	Flooring	98,832.00	2003
Total estimated cost over next 5 years		1,788,764.00	

Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide	Number Vacant Units	% Vacancies in Development
	PHA Wide		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1.	Salaries and benefits	96,000.00	2004

2.	Computer Upgrade	25,000.00	2004
3.	Resident Training	10,000.00	2004
	2 day seminar for bookkeeping \$3,000		
	various seminars and conference \$7,000		
4.	Staff training	10,000.00	2004
	2 -2 day seminars \$4,000		
	Homeownership counseling training \$3,000		
5.	Resident training	20,000.00	2004
Total estimated cost over next 5 years		161,000.00	

Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide	Number Vacant Units	% Vacancies in Development
	PHA Wide		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1.	A/E fees	100,000.00	2004
2.	Survey and legal fees	50,000.00	2004
3.	Trees/landscaping	8,000.00	2004
4.	Concrete, sidewalk, curbs	10,000.00	2004
Total estimated cost over next 5 years		168,000.00	

Optional 5 Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide	Number Vacant Units	% Vacancies in Development
PA 23-9	Upland Terrace Homes	0	.34%

	<b>64 units</b>		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1.	Flooring	70,768.00	2004
2.	Painting	150,400.00	2004
3.	Plumbing	336,000.00	2004
4.	Site Water	160,000.00	2004
5.	Heating AC	548,800.00	2004
6.	Electrical	294,400.00	2004
7.	Fire Protection	16,640.00	2004
8.	Driveways/parking	70,400.00	2004
9.	Ranges	35,840.00	2004
10.	Refrigerators	42,240.00	2004
11.	Cabinets	68,401.00	2004
Total estimated cost over next 5 years		1,793,889.00	

## **Optional Public Housing Asset Management Table**

See Technical Guidance for instructions on the use of this table, including information to be provided.

<b>Public Housing Asset Management</b>								
<b>Development Identification</b>		<b>Activity Description</b>						
<b>Name, Number, and Location</b>	<b>Number and Type of units</b>	<b>Capital Fund Program Parts II and III <i>Component 7a</i></b>	<b>Development Activities <i>Component 7b</i></b>	<b>Demolition / disposition <i>Component 8</i></b>	<b>Designated housing <i>Component 9</i></b>	<b>Conversion <i>Component 10</i></b>	<b>Home-ownership <i>Component 11a</i></b>	<b>Other (describe) <i>Component 17</i></b>

# Public Housing Drug Elimination Program Plan

**Note:** THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

## Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

## Section 1: General Information/History

- A. Amount of PHDEP Grant \$185,671.00
- B. Eligibility type (Indicate with an "x") N1 \_\_\_\_\_ N2 \_\_\_\_\_ R X
- C. FFY in which funding is requested 2000
- D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long.

The Fiscal Year 2000 Drug Elimination Program grant will be used to continue with the reimbursement of Law Enforcement in both the Fairground and Woodlyn communities. The Woodlyn community has just begun with this program, but has already met with approval with the residents. Working with the local police agencies (Chester Township and Ridley Township) we are scheduling drug prevention programs for all ages in both of these communities. The various drug prevention programs will continue to be conducted at all of our five communities. The "Youth First" program is being considered for Woodlyn this year.

## E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Fairgrounds Pa 23-004, Upland Pa 23-003,8, 9, Woodlyn Pa 23-005,14, Wayne Pa 23-002, Sharon Hill Pa 23-001, 6, 7,11	756	2250

## F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other" identify the # of months).

6 Months \_\_\_\_\_ 12 Months \_\_\_\_\_ 18 Months \_\_\_\_\_ 24 Months X Other \_\_\_\_\_

## G. PHDEP Program History

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996	248,925	PA26DEP0230196	14,750	GE	6/30/00
FY 1997	229,200	PA26DEP0230197	88,400	GE	6/30/00
FY1998					
FY 1999	178,200	PA26DEP0230199	178,200		12/31/00

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

Our goal is to deter crime and violence and to combat the problems of drug-related crimes and the problems associated with drug crimes through the increased law enforcement presence in our Fairgrounds and Woodlyn communities. The drug prevention programs/activities are designed to reduce violence, drug/alcohol abuse, teenage pregnancy and promote alternatives to delinquent behavior. Working with the local departments and professional agencies, our goal is to reduce by 25% the drug related activities and associated problems. Working with the Resident Organizations, residents and local police officials, we are also looking to eliminate drug-related crime, problems and violence. The intent is to have the communities come together for the betterment of the residents. By monitoring policy crime reports and feedback from the residents, we will be able to see if our goals are going to be accomplished.

### B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY ____ PHDEP Budget Summary		
Budget Line Item	Total Funding	2000
9110 - Reimbursement of Law	134,540.00	134,540.00
9120 - Security Personnel		
9130 - Employment of		
Investigations		
9140 - Voluntary Tenant Patrol		
9150 - Physical Improvements		
9160 - Drug Prevention	51,131	51,131
9170 - Drug Intervention		
9180 - Drug Treatment		
9190 - Other Program Costs		
Total PHDEP Funding	185,671	185,671

## A. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement							
Total PHDEP Funding: \$							
Goal(s)	Reimbursement of Law Enforcement						
Objectives	Make communities drug free and safer for the residents.						
Proposed Activities	# of Person s Served	Target Populatio n	Start Date	Expected Comple te Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Increase Police			1-1-01	1-31-01	134,540.00		Crime Stats and Resident Feedback
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9130 - Employment of Investigators</b>					<b>Total PHDEP Funding: \$</b>		
<b>Goal(s)</b>							
<b>Objectives</b>							
<b>Proposed Activities</b>	<b># of Person s Served</b>	<b>Target Population</b>	<b>Start Date</b>	<b>Expected Complete Date</b>	<b>PHEDEP Funding</b>	<b>Other Funding (Amount /Source)</b>	<b>Performance Indicators</b>
1.							
2.							
3.							

<b>9140 - Voluntary Tenant Patrol</b>					<b>Total PHDEP Funding: \$</b>		
<b>Goal(s)</b>							
<b>Objectives</b>							
<b>Proposed Activities</b>	<b># of Person s Served</b>	<b>Target Population</b>	<b>Start Date</b>	<b>Expected Complete Date</b>	<b>PHEDEP Funding</b>	<b>Other Funding (Amount /Source)</b>	<b>Performance Indicators</b>
1.							
2.							
3.							

<b>9150 - Physical Improvements</b>					<b>Total PHDEP Funding: \$</b>		
<b>Goal(s)</b>							
<b>Objectives</b>							
<b>Proposed Activities</b>	<b># of Person s Served</b>	<b>Target Populatio n</b>	<b>Start Date</b>	<b>Expected Complete Date</b>	<b>PHEDE P Fundin g</b>	<b>Other Funding (Amount /Source)</b>	<b>Performance Indicators</b>
3.							



<b>9160 - Drug Prevention</b>	<b>Total PHDEP Funding: \$</b>
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<b>Goal(s)</b>	<b>Provide activities/programs to reduce drug activity.</b>						
<b>Objectives</b>	<b>Give residents necessary information, programs and activities to make their community safer and drug free.</b>						
<b>Proposed Activities</b>	<b># of Persons Served</b>	<b>Target Population</b>	<b>Start Date</b>	<b>Expected Complete Date</b>	<b>PHDEP Funding</b>	<b>Other Funding (Amount /Source)</b>	<b>Performance Indicators</b>
1. Second Time around Parents	50	75	1-1-01	12-31-01	3,000		attendees
2. Workshops/seminars (various types)	1000	2250	1-1-01	12-31-01	5,131		attendance crime stats employment
3. Youth First	40	100	10-1-00	5-31-01	20,000		community involvement behavioral
4. Youth Sports	500	750	1-1-01	12-31-01	10,000		crime stats
5. DARE programs	100	250	10-1-00	5-31-01	2,000		crime stats
6. Scholarships	20	50	6-1-01	12-31-01	10,000		crime stats
7. Boys and Girl Scouts	100	250	10-1-00	12-31-01	1,000		crime stats

<b>9170 - Drug Intervention</b>	<b>Total PHDEP Funding: \$</b>
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<b>Goal(s)</b>							
<b>Objectives</b>							
<b>Proposed Activities</b>	<b># of Persons Served</b>	<b>Target Population</b>	<b>Start Date</b>	<b>Expected Complete Date</b>	<b>PHDEP Funding</b>	<b>Other Funding (Amount /Source)</b>	<b>Performance Indicators</b>
1.							
2.							
3.							

<b>9180 - Drug Treatment</b>	<b>Total PHDEP Funding: \$</b>
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<b>Goal(s)</b>							
<b>Objectives</b>							
<b>Proposed Activities</b>	<b># of Persons Served</b>	<b>Target Population</b>	<b>Start Date</b>	<b>Expected Complete Date</b>	<b>PHDEP Funding</b>	<b>Other Funding (Amount /Source)</b>	<b>Performance Indicators</b>
1.							

2.							
3.							

<b>9190 - Other Program Costs</b>					<b>Total PHDEP Funds: \$</b>		
<b>Goal(s)</b>							
<b>Objectives</b>							
<b>Proposed Activities</b>	<b># of Person s Served</b>	<b>Target Population</b>	<b>Start Date</b>	<b>Expected Complete Date</b>	<b>PHEDEP Funding</b>	<b>Other Funding (Amount /Source)</b>	<b>Performance Indicators</b>
1.							
2.							
3.							

### Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and

<b>Goals, the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.</b>	<b>25% Expenditure of Total Grant</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
<b>Budget Line Item #</b>	<b>Funds By Activity #</b>		<b>Funds by Activity #</b>	
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
<b>9110</b>	<b>1</b>	<b>100</b>	<b>1</b>	<b>100</b>
<b>9120</b>				
<b>9130</b>				
<b>9140</b>				
<b>9150</b>				
<b>9160</b>	<b>1,2,3,4,5,6,7</b>	<b>50</b>	<b>1,2,3,4,5,6,7</b>	<b>100</b>
<b>9170</b>				
<b>9180</b>				
<b>9190</b>				
<b>TOTAL</b>		<b>\$</b>		<b>\$</b>

### Section 4: Certifications

**A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”**

# Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

## Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

### Section 1: General Information/History

A. Amount of PHDEP Grant \$656,325.00 1996 – \$428,925.00, 1997 – 229,200.00, 1999 – \$178,200.00

B. Eligibility type (Indicate with an “x”) N1\_\_\_\_\_ N2\_\_\_\_\_ R\_\_\_\_\_

C. FFY in which funding is requested \_\_\_\_\_

#### D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long.

The Fiscal Year 1996 and Fiscal Year 1997 grants were for Law Enforcement, Physical Improvements and Drug Prevention program in the Fairgrounds and Upland communities. The Law Enforcement has been successful in reducing the drug activity and the Physical Improvements (increased lighting) have also helped in this area. The Drug Prevention programs have been successful in that they have given the people (young and old) something to do and listen to professionals on how to deal with their problems. The Fiscal Year 1999 will continue with these same categories, only Law Enforcement will also be in the Woodlyn Community, and all five of our communities will have the Drug Prevention programs/activities. Several workshops and the Youth First Programs have been very well attended.

#### E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Fairgrounds, Upland 1996, 1997, 1999	321	782
Fairgrounds, Upland, Woodlyn, Wayne Sharon Hill	489	1468

#### F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months \_\_\_\_\_ 12 Months \_\_\_\_\_ 18 Months \_\_\_\_\_ 24 Months X Other \_\_\_\_\_

## G. PHDEP Program History

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996	248,925	PA26DEP0230196	14,750	GE	6/30/00
FY 1997	229,200	PA26DEP0230197	88,400	GE	6/30/00
FY1998					
FY 1999	178,200	PA26DEP0230199	178,200		12/31/00

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

Our goal is to deter crime and violence and to combat the problems of drug-related crimes and the problems associated with drug crimes through the increased law enforcement presence in our Fairgrounds and Woodlyn communities. The drug prevention programs/activities are designed to reduce violence, drug/alcohol abuse, teenage pregnancy and promote alternatives to delinquent behavior. Working with the local departments and professional agencies, our goal is to reduce by 25% the drug related activities and associated problems. Working with the Resident Organizations, residents and local police officials, we are also looking to eliminate drug-related crime, problems and violence. The intent is to have the communities come together for the betterment of the residents. By monitoring policy crime reports and feedback from the residents, we will be able to see if our goals are going to be accomplished.

### B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY ____ PHDEP Budget Summary				
Budget Line Item	Total Funding	1996	1997	1999
9110 - Reimbursement of Law	470,177	157,094	163,082	150,000
9120 - Security Personnel				
9130 - Employment of				
Investigative				
9140 - Voluntary Tenant Patrol				
9150 - Physical Improvements	84,795	43,095	41,700	
9160 - Drug Prevention	96,913	48,736	19,980	28,200
9170 - Drug Intervention				
9180 - Drug Treatment	4,440			
9190 - Other Program Costs				
Total PHDEP Funding	656,325	248,925	224,762	178,200

## A. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement							
Total PHDEP Funding: \$							
Objectives							
Proposed Activities	# of Person s Served	Target Populatio n	Start Date	Expected Comple te Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Increase Police			2-1-96	12-31-00	470,176.83		Crime Stats
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Populatio n	Start Date	Expected Complete Date	PHEDE P Fundin g	Other Funding (Amount /Source)	Performance Indicators
1 Install additional lights			10-1-96	12-31-96	43,094		Reduce Crime
2.			3-1-00	4-30-00	41,700		Reduce Crime
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Fundin g (Amou nt /Sourc e)	Performance Indicators
1. Workshops/Seminars	900	1949	6-1-99	12-31-00	96,912.87		Crime Stats, Employment
2. Youth First	900	1949	9-1-99	12-31-00	96,912.87		Community Appearances
3. Youth Sports	900	1949	3-1-00	12-31-00	96,912.87		Attendees

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

					<b>Total PHDEP Funds: \$</b>		
--	--	--	--	--	------------------------------	--	--



9190 - Other Program Costs							
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

### **Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120	1	100	1	150
9130				
9140				
9150	1,2	100	1,2	100
9160	1,2,3	25	1,2,3	100
9170				
9180				
9190				
TOTAL		\$		\$

### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”